



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Cover Sheet

Date: 5/4/2022 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 11:45 AM

CCLC-34822

Buford Headstart /Pre-K

84 Maddox Rd. Buford, GA 30518 Gwinnett County
 (770) 271-8345 cassandra.robinson@ndohs.org

Regional Consultant

Margarita Collier

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Mailing Address

P.O. Box 302
 Buford, GA 30515

Quality Rated: ★ ★ ★

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.
12/17/2021	Monitoring Visit	Good Standing	
03/09/2021	Monitoring Visit	Good Standing	
09/24/2020	Licensing Study	Good Standing	

Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.
Support - Program performance is demonstrating a need for improvement in meeting rules.
Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	Class Rm. A14-1st Left	GA PreK	2	17	C	20	C	NA	NA	Outside, Transitioning
Main	Class Rm. B-A38 1st Right	Three Year Olds	2	13	C	20	C	NA	NA	Story, Circle Time
Main	Class Rm. C-A7 2nd Left	Three Year Olds and Four Year Olds	2	9	C	20	C	NA	NA	Centers
Main	Class Rm. D-A31 2nd Right	Four Year Olds and Five Year Olds	2	13	C	20	C	NA	NA	Centers
Main	Class Rm. E-A6 3rd Left	GA PreK	3	18	C	20	C	NA	NA	Circle Time, Transitioning, Outside
Total Capacity @35 sq. ft.: 100						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 70			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	69	C

Comments

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.'

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Cassandra Robinson, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

Comment

A variety of equipment and toys were observed throughout the center.

Technical Assistance

Please continue to monitor toys and equipment for normal wear and tear.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Technical Assistance****Technical Assistance**

Please ensure that parents update the following information as needed:

- Parents' work/person contact information (i.e., telephone number, address, etc.).
- Emergency contact persons' name and contact number.
- Release to persons' names and addresses.
- Doctor's name and contact number.
- Any known medical conditions and/or required accommodations.

Facility

591-1-1-.06 Bathrooms**Technical Assistance****Technical Assistance**

Please monitor bathrooms for necessary supplies.

591-1-1-.19 License Capacity(CR)**Met****Comment**

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

Please ensure to monitor the playground area for the following:

- Normal wear and tear of playground equipment and toys.
- Normal wear and tear of rubber resilient surface.
- Monitor the grounds for ant mounds and bee hives.

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Met****Comment**

There no diapered children enrolled at the center during the visit.

591-1-1-.17 Hygiene(CR)**Met****Comment**

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Met****Comment**

No medications have been administered since the previous visit was conducted on December 17, 2021.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Technical Assistance

Technical Assistance

Consultant discussed the following regarding the center's emergency preparedness plan:

- Identification of relocation place.
- Accommodations for infants, children with special needs, and children with medical conditions.

Comment

Program observed complete emergency drills

591-1-1-.29 Required Reporting

Met

Comment

Per director, the center will be temporarily closing for summer break on May 25, 2022 and will reopen on August 4, 2022. The center will submit a temporary closure required report via DECAL KOALA.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 08/05/2019

Staff # 2

Met

Date of Hire: 07/25/2011

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 3 Met
Date of Hire: 05/12/2018

Staff # 4 Met
Date of Hire: 03/15/2019

Staff # 5 Met
Date of Hire: 08/14/2021

Staff # 6 Met
Date of Hire: 02/03/2020

Staff # 7 Met
Date of Hire: 03/14/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 8 Met
Date of Hire: 09/09/2021

Staff # 9 Met

Staff # 10 Met

Staff # 11 Met
Date of Hire: 01/05/2010

Staff # 12 Met

Staff # 13 Met

Staff # 14 Met
Date of Hire: 01/04/2019

Staff # 15 Met
Date of Hire: 09/09/2021

Staff # 16 Met

Staff # 17 Met
Date of Hire: 05/14/2018

Staff Credentials Reviewed: 9

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

Comment

Criminal record checks were observed to be complete.

Comment

The director provided one file for a staff member hired since the previous visit was completed on December 17, 2021. The consultant observed one of one newly hired staff member to have evidence of a satisfactory comprehensive determination letter on file.

591-1-1-.14 First Aid & CPR

Met

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training.

591-1-1-.31 Staff(CR)

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs.